



County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
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<http://ceo.lacounty.gov>

WILLIAM T FUJIOKA
Chief Executive Officer

January 30, 2013

To: Supervisor Mark Ridley-Thomas, Chairman
Supervisor Gloria Molina
Supervisor Zev Yaroslavsky
Supervisor Don Knabe
Supervisor Michael D. Antonovich

From: William T Fujioka
Chief Executive Officer

Board of Supervisors
GLORIA MOLINA
First District

MARK RIDLEY-THOMAS
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

THE AUDITOR-CONTROLLER REQUEST TO APPOINT MS. ARLENE BARRERA TO THE POSITION OF ASSISTANT AUDITOR-CONTROLLER (UNCLASSIFIED)

Consistent with Board-approved Policy on management appointments, the Auditor-Controller, with the support of the Chief Executive Office, requests approval to appoint Ms. Arlene Barrera to the position of Assistant Auditor-Controller (Unclassified), at an annual base salary of \$165,072.86. The base salary placement for Ms. Barrera onto Management Appraisal and Performance Plan (MAPP) Tier I Salary Range R16, the Board-approved range for this position, will place Ms. Barrera under the control point of the range.

Based on Ms. Barrera's extensive experience and the role and responsibilities she will be assuming, this is an appropriate salary placement. Ms. Barrera has been with the County for over 26 years and currently holds the title of Division Chief, Auditor-Controller. She has served as the Division Chief for over 11 years and was responsible for overseeing multiple divisions. In her current role, she is responsible for providing direction and leadership to the Disbursements and Property Tax Divisions. Ms. Barrera's leadership has resulted in her consistently exceeding performance expectations each MAPP year.

As an Assistant Auditor-Controller (UC), Ms. Barrera will complete high-priority projects while ensuring the smooth day-to-day operation of the divisions under her direction. Ms. Barrera will be overseeing the Property Tax and Countywide Contract Monitoring Divisions, which are responsible for property tax refunds and corrections, apportionments, direct assessments, tax rolls extensions, Community Redevelopment Agency (CRA) accounting, and Social Services' contract audits. The Property Tax division makes changes to and additions to all rolls based on input from the Assessor, the State Board of

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Equalization, Tax Collector and others, resulting in new or corrected tax bills or refunds. The Countywide Contract Monitoring Division monitors approximately 5,000 social services contractors that receive approximately \$3 billion annually.

In accordance with our current managerial appointment procedures, unless otherwise instructed by your Board by February 13, 2013, the Chief Executive Office will advise the Auditor-Controller that authorization has been granted to proceed with Ms. Barrera's appointment to Assistant Auditor-Controller (Unclassified), at an annual salary of \$165,072.86 on or after February 14, 2013.

If you have any questions regarding this matter, please contact me, or your staff may contact Paul Coyne at (213) 974-2484.

WTF:BC
PC:CK:lc

c: Executive Officer, Board of Supervisors
County Counsel
Auditor-Controller

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